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Phila., Academy of natural sciences

# ACT OF INCORPORATION

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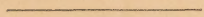
## BY-LAWS

OF THE

# ACADEMY OF NATURAL SCIENCES

OF

## PHILADELPHIA.

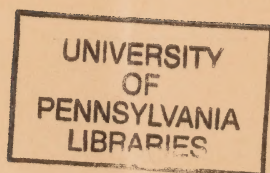


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# AN ACT

TO INCORPORATE THE

## ACADEMY OF NATURAL SCIENCES

OF

## PHILADELPHIA.

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WHEREAS it is represented to the Legislature that a number of persons have formed a society in Philadelphia for the encouragement and cultivation of the sciences, by the name of "The Academy of Natural Sciences of Philadelphia," as a society devoted entirely to the advancement of useful learning, and in order that the purposes thereof may be carried into better effect, Therefore,

SECTION 1. Be it enacted by the Senate and House of Representatives of the Commonwealth of Pennsylvania, in General Assembly met, and it is hereby enacted by the authority of the same, That all such persons as now are members of said society, according to its rules heretofore adopted, or that hereafter may become members of the same, agreeably to its rules and regulations, be and they are hereby incorporated into a society by the name of "The Academy of Natural Sciences of Philadelphia," and by that name shall have perpetual succession, with power to have a common seal, and change the same at pleasure, to make contracts relative to the said institution, to sue and be sued, and by that name and style be capable, in law, of purchasing, taking, holding, and conveying any estate, real or personal, for the use of said corporation: *Provided*, that the annual income from the real estate shall not exceed twenty thousand dollars, nor shall the income of the corporation be applied to any other purposes than those for which this corporation is formed.

SECT. 2. And be it further enacted by the authority aforesaid, That the society may establish by-laws and orders for its government and regulation, and for the preservation and application of the funds thereof: *Provided* the same be not repugnant to the constitution and laws of the United States, or of this Commonwealth.

SECT. 3. And be it further enacted by the authority aforesaid, That the society shall consist of members and correspondents; and candidates for admission shall be elected under such rules, and upon such terms, as the society shall establish; aliens shall enjoy the full rights of members or correspondents in the society; but members only shall have the right of voting, or holding office, and of transacting business; and correspondents shall have the privilege of attending the meetings, and visiting the museum.

SECT. 4. And be it further enacted by the authority aforesaid, That the officers of the society shall be a president, two vice-presidents, a corresponding secretary, a recording secretary, a treasurer, a librarian, and four curators, whose respective duties may be assigned by the by-laws of the said society, and they shall be elected at the last stated meeting of the society in December in each year, and if any office should become vacant, it may be supplied by a special election, until the annual election then ensuing, and until the next annual election for officers in the month of December, one thousand eight hundred and seventeen, the present officers are hereby vested with power to perform the duties prescribed by the existing rules of the society, unless there be intermediate vacancies, and then the officer or officers to be elected shall have the full power of his or their predecessors.

SECT. 5. And be it further enacted by the authority aforesaid, That if the annual election for officers shall not be held at the stated day, the said corporation shall not be thereby dissolved, but the officers shall continue in office until a new election.

REES HILL,

Speaker of the House of Representatives.

ISAAC WEAVER,

Speaker of the Senate.

Approved the twenty-fourth day of March, one thousand eight hundred and seventeen.

SIMON SNYDER.

OFFICE OF THE SECRETARY OF THE COMMONWEALTH,  
HARRISBURG, April 25th, 1817.

I certify that the above and foregoing is a true copy of the original law remaining on file in this office. Witness my hand and seal.

JAMES TRIMBLE, [L. s.]

Deputy Secretary.



BY-LAWS  
OF THE  
ACADEMY OF NATURAL SCIENCES  
OF  
PHILADELPHIA.

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CHAPTER I.

ARTICLE I. The exclusive purposes of this society, incorporated by the name of the "Academy of Natural Sciences of Philadelphia," shall be the cultivation and study of the natural sciences, and the encouragement thereof, by the publication of discoveries, by collecting natural objects, a library, etc., by extending and making useful a knowledge of nature, through the agency of popular lectures, and by rendering the museum accessible to the public.

ART. II. The Academy shall consist of members and correspondents.

ART. III. The right of voting, of holding office, and of transacting business belongs to members only; correspondents are entitled to all other privileges of membership.

ART. IV. The common or corporate seal of the Academy shall be the name of the society, surrounding the words,

Instituted, 1812.

Incorporated, 1817.

ART. V. The Academy shall grant to each member and correspondent a certificate, as follows:—

The Academy of Natural Sciences of Philadelphia has elected  
\_\_\_\_\_ [a member or correspondent, as the case may be],  
this day of

Correspond. Sec.

Record. Sec.

[L. s.]

President.

Vice-Presidents.

ART. VI. The building of the Academy shall be used exclusively for the purposes of the institution, except when specially ordered by a vote of the society. Neither the building occupied

by the society, nor any part of the site or ground pertaining thereto, shall be sold, leased, encumbered or charged in any manner whatever, nor shall any apartment or space in the Academy or adjacent ground, be assigned or appropriated, permanently, to the exclusive use of any person or to the accommodation of any special collection or collections, unless the proposition in this connection be in writing, signed by at least five members, presented at a stated meeting of the Academy, referred to the Council for examination and report, which report shall be considered as special business to be acted upon at a subsequent stated meeting to be held at least twenty-six days after that at which the report of the Council has been read, the date to be fixed by resolution; but no action shall be taken thereon until after full notice thereof and of said date shall be given to the members, by advertisement once a week, for three weeks, in two daily newspapers of general circulation in Philadelphia, and by written or printed notice by mail or otherwise to all members whose residences or places of business shall be known to the Recording Secretary. At such meeting the measure proposed may be considered and adopted by two-thirds of the members present at that meeting, or at any subsequent adjourned meeting for that purpose. *Provided*, that at least eighty members be present and vote. *And Provided also*, that nothing in this article shall be so construed as to change, alter or repeal Art. 5, Chap. XI, or release the Curators from the charge and care of collections, as provided for in these by-laws.

ART. VII. The officers of the Academy shall be a President, two Vice-Presidents, a Recording Secretary, a Corresponding Secretary, a Treasurer, a Librarian and four Curators, who shall be elected by ballot.

ART. VIII. The Council shall consist of the officers of the Academy and twelve councillors, who shall be elected at the first stated meeting after the adoption of this article; four to serve one year, four for two years, and four for three years, and at every annual election thereafter four councillors to serve for three years. *Provided* that no professor or assistant professor in the Academy shall occupy the position of councillor—those who are ex-officio members of council excepted.

ART. IX. Officers and councillors of the Academy shall be nominated at the last stated meeting in November, and the council shall prepare printed tickets in accordance with such nominations, to be used at the annual election.



## CHAPTER II.

## OF MEMBERS AND CORRESPONDENTS.

ARTICLE I. All members and correspondents shall be chosen by ballot at the last stated meeting of the month. The affirmative votes of three-fourths of those voting shall be necessary to elect a candidate.

ART. II. Every candidate for membership shall be nominated in writing, at any meeting of the Academy, by at least two members, who shall record his name and place of residence, and he shall be balloted for at any one of the three meetings next subsequent at which elections are held, but after that time the nomination shall be considered void. Persons over sixteen years of age may be elected members, provided their nomination be first approved by the council. Members under the legal age of twenty-one years are not entitled to vote at any meeting of the Academy, nor to serve on committees.

ART. III. No member elect shall be entitled to a certificate or privileges of membership until he shall have paid to the treasurer or recording secretary the fee of initiation, and signed the following obligation :

In becoming a member of the Academy of Natural Sciences of Philadelphia, I promise to conform to its charter, laws, and regulations, and in testimony thereof I hereunto subscribe my name.

ART. IV. If any member elect shall not pay the fee of initiation within six months after the date of his election, the said election may be declared null and void. And whenever a member shall neglect to pay his semi-annual contributions during a period of three years, unless satisfactory reasons be assigned to him for non-payment, the treasurer shall report the case at a meeting of council, and, if a majority of the members present concur, his name shall be dropped from the list of members ; and if a member shall *refuse* to pay his semi-annual contributions, his membership shall be forfeited, and the fact shall be reported by the treasurer to the Academy. No member shall vote at the annual election if in arrears to the society.

ART. V. If any person shall be balloted for and rejected, or the name be withdrawn previous to ballot, no note of said rejection or withdrawal shall be made on the minutes, but the recording secretary shall keep a private record of the same.

ART. VI. No candidate thus rejected shall be proposed again



before the expiration of one year ; nor shall any one whose name has been withdrawn previous to ballot, be proposed again until the expiration of six months after the date of said withdrawal.

ART. VII. Any member shall have leave to resign upon written application, accompanied by a certificate from the treasurer that all arrears due from him to the Academy have been discharged.

ART. VIII. Any member may be expelled from the Academy for any flagrant act of disrespect to the officers or members, or wilful violation of its laws or rules, or for dishonorable conduct.

ART. IX. A motion to expel must be made at a meeting of council, and be accompanied by a charge or charges and specifications signed by at least two members ; and on the adoption of such motion, the corresponding secretary shall, without delay, notify the member that a proposition to expel him will be considered at the next meeting of council.

ART. X. No member shall be expelled unless three-fourths of the members present at a meeting of the Academy agree thereto, provided that at least twenty members vote, and then not without having an opportunity afforded him to defend himself.

ART. XI. No person residing in Philadelphia, or within a circuit of thirty miles around it, unless he be an officer of the army or navy, shall be elected a correspondent ; nor shall any correspondent continue to be such after he shall have become permanently domiciled within the said circuit. But any correspondent may become a member without an election, provided that, within six months after removing within said circuit, he shall pay the fee of initiation and sign the same obligation (Art. iii, Chap. II) as a member.

ART. XII. The nomination of candidates to be correspondents shall be made only through or by the council of the society. Only distinguished naturalists, or those who have conferred substantial benefit upon the Academy, are eligible to become correspondents.

## CHAPTER III.

### OF OFFICERS AND THEIR DUTIES.

ARTICLE I. The President shall preside at the meetings of the Academy and of the council, preserve good order and decorum, regulate debates, nominate the chairmen of all committees, other than those especially excepted, and call special meetings of the Academy at such times as he shall deem necessary ; and also, on a written request of the council, or of five members.

ART. II. In the absence of the President, the Vice-Presidents are charged with the performance of his duties.

ART. III. The Recording Secretary shall note and correctly record the transactions of the Academy during its meetings; inform members elect of their election, and notify members of their appointment on committees; keep a correct list of the members of the Academy, with their places of residence, date of election, resignation or death, and give timely notice of each to the treasurer. He shall have charge of the common or corporate seal of the Academy; and, at the last meeting in December, he shall submit a written report of the transactions of the Academy during the year. He shall supply to every member elect a copy of the by-laws. The Recording Secretary shall act as secretary of council, and (under the direction of the publication committee) as editor of the society's publications. He shall have charge of the certificates of membership, and cause one to be properly filled up, signed, sealed, and delivered to every member qualified to receive it (Art. iii, Chap. II), giving those for correspondents to the Corresponding Secretary.

ART. IV. The Corresponding Secretary shall conduct the correspondence, and preserve correct copies of all letters written on the business of the Academy; acknowledge the receipt of all donations to the museum or library, and keep a correct list of the correspondents, with the dates of their election, resignation, or death, and their postal address or residence. He shall forward a certificate of membership to every correspondent elect, together with a copy of the by-laws, at the time he shall notify him of his election, or as soon afterwards as practicable. He shall make a statement of his transactions at every meeting of the council, and to the Academy at the annual meeting in December.

ART. V. The Treasurer shall have charge of the funds of the Academy, and keep a clear and detailed statement of all receipts and expenditures, which, with the names of those members who are in arrears more than three years, he shall lay before the Academy at the last stated meeting in December. He shall collect and pay moneys; but he shall pay no money that has not been appropriated by council, and then only on the order of the officer or committee for whose use the appropriation has been made. At the first council meeting each year, he shall present a statement of estimated funds available for the current year.

ART. VI. The Librarian shall have charge of all books belonging to the Academy under the rules prescribed by the society;

keep correct lists of all books purchased, presented or deposited, as well as of those missing and exchanged, and report the condition of the library at the last stated meeting in December. He shall attend daily at the hall of the Academy at such hours as the committee on the library may direct, and shall receive such compensation as the council of the Academy and the committee on the library may determine, subject to the approval of the Academy.

ART. VII. The Curators shall have charge of the hall of the Academy, and, under its rules, of the museum, and of the keys of all the cases in it. They shall see that the professors take charge and keep a record of all specimens presented to the museum, and that they arrange and label the same, and they shall promptly report to the council any neglect of duty. Under instructions of the council the Curators shall purchase all articles required, hire janitors or others, if instructed by the council; report when repairs of any kind are needed, and when ordered, see that they are properly executed. They shall report all changes, additions and ascertained losses, and the condition of the departments under their control, at the last stated meeting in December. One or more of the curators shall be present in the hall daily, at a stated hour, for the transaction of business, and remain during such time and receive such compensation as the council shall direct, subject to the approval of the Academy.

## CHAPTER IV.

### OF THE COUNCIL.

ARTICLE I. The council shall control all business affairs of the Academy, fix hours of labor and compensation of all persons who may be employed, determine who shall be beneficiaries of the Jessup Fund, direct the application of all funds, including those held by the Academy in trust for specific purposes; examine all propositions to amend or alter the by-laws, report upon them to the Academy for its action, and nominate or approve the nominations of minors to be members, and of persons recommended to be correspondents. The council shall meet within one week after its election, and designate the day on which the monthly meetings shall be held, appoint committees, and do whatever may be considered necessary to complete its organization.

ART. II. Special meetings may be called by the chairman upon due notice given to the members. Council shall keep a journal



of its proceedings, and report to the Academy monthly. A quorum of council shall consist of not less than five.

ART. III. At the first meeting in each year the treasurer shall present an estimate of receipts and the curators and several committees estimates of the expenditures of their respective departments for the current year; these shall be referred to the finance committee for examination and report at the next meeting, when the council will direct the application of the funds.

ART. IV. Any member elected a councillor who shall absent himself from six successive stated meetings, without leave, shall forfeit his position, and the fact shall be communicated to the Academy, in order that a member shall be elected to fill his unexpired term of service.

ART. V. On the written application of not less than five members any decision of the council may be brought before any meeting of the Academy for consideration, and its action thereon shall be final, provided that not less than twenty members vote, and also provided that such appeal be made within forty days after the questioned decision of the council shall have been given.

## CHAPTER V.

### OF SECTIONS.

ARTICLE I. To facilitate and encourage special investigation in any one branch of natural science, members of the Academy may form sections, and hold their meetings in the hall.

The sections shall be constituted as herein provided. They shall have precedence in the order of their formation.

ART. II. Any number of members not less than twelve may be constituted a section.

ART. III. Members associating to form a section shall make written application to the Academy in the following words: The undersigned members request that they may be constituted the

Section of the Academy of Natural Sciences of Philadelphia. [*Note.*—The blank is to be filled with the name of the branch of natural science to which the petitioners propose to devote themselves.] On this application being approved by the affirmative votes of three-fourths of the members present at two successive meetings, provided that not less than twenty members be present at each meeting, the section shall be established, and the names of the petitioners shall be recorded on the minutes as its founders.

But if the petitioners shall fail to organize such section within six months after the date of said approval, all action relative to said section shall be void. If an established section shall fail to report to the Academy its proceedings during any period of twelve months, it shall be the duty of the recording secretary to inform the Academy that it is extinct.

ART. IV. Sections established in conformity to Art. III may increase the number of their members by election, and may also appoint correspondents; but only members and correspondents of the Academy shall be elected members or correspondents of any of its sections. But sections may admit persons not members of the Academy to be contributors under such rules and on such terms as the section may determine, always provided that a contributor shall not be eligible to office in a section or to vote on any question; and also provided, that the rights and privileges of a contributor shall be restricted to attendance at the meetings of the section, to the reading of original scientific papers, and to taking part in scientific discussions and proceedings exclusively, and that a contributor shall have no other rights or privileges whatever in the Academy.

ART. V. Every member of a section shall pay to its treasurer an initiation fee and a semi-annual contribution, provided that the amount of either shall not exceed two dollars in any section.

ART. VI. Members of a section may resign or be expelled from it in conformity to the laws of the Academy.

ART. VII. The officers of each section shall be a director, a vice-director, a recorder, a treasurer, a secretary and a conservator, who shall be elected by its members at the first meeting of the section, and subsequently at the first meeting in December of each year.

ART. VIII. The by-laws (Chap. III) for the government of officers of the Academy shall also be observed by analogous officers of a section, except the treasurer of a section, who shall collect and have charge of its funds, but he shall disburse no money, except by the affirmative vote of the section, vouched for by its director and recorder; and the treasurer shall submit a detailed statement of his accounts to the section at its first meeting in December of each year.

ART. IX. Each section shall control its own funds and shall defray the expenses which are peculiar to it. The Academy will not be responsible for debts contracted by any section or by any officer or member thereof.

ART. X. Members and correspondents of the Academy are entitled to attend the meetings of any of its sections, but they have no other privileges than those granted by the Academy (Art. IV, Chap. I) to its correspondents.

ART. XI. Each section may appoint such special and standing committees as may be considered necessary for its scientific objects.

ART. XII. Committees of sections shall be governed by the same rules, as far as they are applicable, as govern the committees of the Academy (Chap. XI).

ART. XIII. The collections and books of each section are the common property of the Academy, except in cases provided for by special agreement. Nevertheless, whenever the curators may deem it to be advantageous to the interests of the Academy, they may permit the collections of a section to be arranged in accordance with the written request of its conservator. Donations of objects and books addressed to or for any section, shall be received as donations to the Academy for the use of that section.

ART. XIV. At the first meeting after the election of its officers each section shall determine, subject to the approval of the Academy, the times of its stated meetings, and with like approval may change the same.

ART. XV. Each section shall submit to the Academy, at its annual meeting, the summary of its proceedings for the year.

ART. XVI. Papers read before any section with a view to publication by the Academy, shall take the same course as papers read before the Academy, and each section may refer papers read before it to a special committee, which shall report to the Academy, and its report, shall be treated as if it emanated from a special committee of the Academy. And papers approved for publication may be printed and issued by any section, provided that such publication shall be at its own expense exclusively, and uniform in size with the publications of the Academy.

The papers of each section, which may be printed by the Academy, shall be so arranged, by the committee on publication, that the "Proceedings," as well as the "Journal" of each section may be bound in separate volumes and appropriately labeled.

ART. XVII. Not less than three members of a section shall constitute its quorum.

ART. XVIII. On all points not provided for in this chapter, each section shall be governed by the charter, by-laws, orders and usages of the Academy.



## CHAPTER VI.

## OF SPECIAL FUNDS.

ARTICLE I. The Academy is authorized to accept in trust, and also to create separate funds for specific purposes, which shall be distinctly named. The principal of each fund shall be kept invested in the corporate name of the Academy always in good lawful securities, and shall be held in trust for the special purposes for which the fund may have been created.

ART. II. All money which may accrue in the process of changing the investment of a trust fund shall be invested again without delay for the same trust, but no investment shall be changed without a recommendation of the committee of finance and the approval of council.

ART. III. The treasurer shall open and keep in the appropriate books of the Academy a separate and distinct account of each fund which may be created, and record all payments and contributions or donations made to it, as well as all expenditures authorized on its account, and report the condition of each annually.

ART. IV. Any person who shall pay to the treasurer of the Academy, a sum not less than one thousand dollars to establish a special fund, or as a contribution to any fund established for the benefit of the Academy, shall receive a certificate on parchment, as follows :—

A. B. has contributed                      thousand dollars to the [                      ] fund of the Academy of Natural Sciences of Philadelphia. The owner of this certificate is hereby entitled to free admission to the museum, and to all public lectures which may be delivered under the direction or authority of the Academy, from [insert date].

— *Treasurer.*

— *President.*

[SEAL.]

## CHAPTER VII.

## OF THE PUBLICATION FUND.

ARTICLE I. The Academy having created a publication fund, the principal of it shall be kept invested in the corporate name of the Academy, always in good lawful securities, as named in Art. I, Chap. VI, and the interest accruing therefrom shall be appropriated exclusively to the payment of the expenses of printing and publishing such matters, stated or occasional, as the Academy may direct or authorize to be issued.

ART. II. Every person shall be entitled to a copy of the "Proceedings" or a copy of the "Journal" during his life, on the payment of such sum for each as the Academy may fix from time to time, provided that the sum shall never be less than twenty-five dollars for the "Proceedings," and fifty dollars for the "Journal," for future contributors.

ART. III. To every person whose contribution to the publication fund entitles him to a copy of the "Proceedings," or of the "Journal," or of both "Proceedings" and "Journal," a certificate shall be issued as follows :—

——— has contributed to the publication fund                      dollars,  
and therefore is entitled to receive, free of cost, during life, one  
copy of the                      of the Academy of Natural Sciences of  
Philadelphia.

——— *President.*

——— *Treasurer.*

[SEAL.]

On the reverse or back of the above certificate this chapter of the by-laws shall be printed.

## CHAPTER VIII.

### PROFESSORSHIPS.

ARTICLE I. There shall be elected by council thirteen professors, who shall be appointed and superseded or dismissed only by the affirmative vote of two-thirds of the whole council, to whom shall be appropriately assigned, by departments, the custody of the collections of the museum. Each professor shall possess the keys of all cases in his department, and shall, together with all others to whom the Academy grants the right to possess such keys, be responsible for the safety of the specimens. It shall be his duty to preserve, classify, and increase the collections in his department, and he shall present to council annually a written report of the condition and needs of the department. Each section shall nominate the candidate for the professor in its department, subject to election by council.

ART. II. The professors shall also give special or objective instruction to the beneficiaries of the Jessup Fund and of other scholarships, and deliver courses of lectures.

ART. III. The departments for which professors shall be appointed are the following :—

- I. Physics and Chemistry.
- II. Mineralogy.
- III. Geology.
- IV. Invertebrate Paleontology.

- V. Vertebrate Paleontology.
- VI. Cryptogamic Botany.
- VII. Phænogamic Botany.
- VIII. Lower Invertebrata.\*
- IX. Mollusca.
- X. Insecta.
- XI. Vertebrata.
- XII. Ethnology and Archæology.
- XIII. Histology and Microscopic Technology.

These positions may remain vacant until such time as council may secure eligible incumbents; and during such vacancy the duties of the positions shall be performed by the curators.

ART. IV. Each professor may appoint with the consent of council one or more assistants, who shall, under his direction, perform all duties connected with the conservation of the collection.

ART. V. Nothing in the preceding articles of this chapter shall be so construed as to preclude the establishment of other professorships, or the division of those professorships already established, should endowments equivalent to not less than fifteen hundred dollars (\$1500) per year be offered.

ART. VI. The council shall determine from time to time the nature and courses of instruction and lectures, the times of their delivery, and the terms upon which others than members of the Academy may be admitted to them.

## CHAPTER IX.

### OBLIGATIONS AND PRIVILEGES OF MEMBERS.

ARTICLE I. Every member elect shall pay to the treasurer an initiation fee of ten dollars.

ART. II. Every member shall be subject to a semi-annual contribution of five dollars, payable in advance in January and July.

ART. III. But any member who shall pay to the treasurer one hundred dollars, which shall be invested as part of the permanent fund of the Academy, shall be exempt from all future semi-annual contributions.

ART. IV. The treasurer, with the approval of the committee on finance, may exempt any member from all contributions.

ART. V. The treasurer, with the sanction of the committee on finance, shall be authorized to exempt any member, on his appli-

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\* The department of Lower Invertebrata embraces the Crustacea, Myriapoda, Arachnida, Vermes, Echinodermata, Cœlenterata, and Protozoa.



cation, from the payment of such contributions as may have become due from him, while absent from the district including Philadelphia, and thirty miles around it, during any period of not less than six months. But no member who at the time of his election is domiciled beyond the limits of said district, shall be thereby exempted from the payment of contributions.

ART. VI. No one shall be considered qualified to vote at any election for members or officers, or upon any question affecting the interests of the Academy, who has not paid the initiation fee, or who is in arrears for semi-annual contributions.

ART. VII. No contributions shall be required from correspondents.

ART. VIII. Every member or correspondent is privileged to use the library and enter the museum whenever they are not closed by direction of the council; he is also privileged to attend the meetings of the Academy as well as those of its sections.

ART. IX. Upon payment of his dues, the treasurer shall issue to each member a ticket which will secure:—

1. Admission to the museum and library, together with such friends as he may personally accompany.
2. Admission to the lectures delivered under the auspices of the Academy.
3. The right to vote at the annual election.

## CHAPTER X.

### OF THE LIBRARY.

ARTICLE I. All works in the library shall be classed according to their subjects.

ART II. No book, the property of the Academy, shall be loaned from the library, under any pretense or for any purpose whatsoever.

ART. III. The librarian and library committee shall be responsible for all works committed to their charge.

ART. IV. The librarian, in conjunction with the library committee, shall inspect the library annually, and compare its contents in detail with the catalogues, and in his annual report to the Academy state all additions, and losses, if any be ascertained.

ART. V. The librarian shall keep a correct catalogue of all books, the property of the Academy, as well as of those received on deposit, which shall always be open to the inspection of the members.

ART. VI. Members and correspondents of the Academy shall

have free access to the library. Other persons may consult it at any time, through the introduction of a member, or upon application to the librarian, while such member or librarian is present; but minors under sixteen years of age shall not be permitted to examine any work, except under the immediate supervision of the librarian or of a member.

## CHAPTER XI.

### OF THE MUSEUM.

ARTICLE I. No specimen of natural history contained in the collections of the Academy shall be loaned from the hall, except as follows :—

Only specimens which belong to the Academy without condition may be loaned, for study or comparison exclusively, during a period not exceeding two months, on a written application, recommended by at least two curators (and the professor of the department in which it belongs), and granted by the affirmative vote of two-thirds of the members present at any stated meeting; and then the borrower shall give to the curators (and the professor of the department in which it belongs), a written engagement to return the specimen or specimens named in it uninjured within two months from the date thereof, and if he shall fail to comply with his engagement in any respect, his name shall be published in the "Proceedings" by the curators in their annual report, which shall include a statement of loans from the museum with the dates of issue and return of specimens, together with the names of delinquent borrower or borrowers. Donors may at any time forbid the loan of whatever they may have given or may give. Specimens on deposit shall not be loaned without the written consent of the depositor, and then only in the manner and on the terms specified in this article.\*

ART. II. The keys of the cases containing the collections shall be kept by the curators and professors; they only have authority to open the cases, and they are responsible for all articles confided to their care.

ART. III. If any member desires to examine specimens in the collection for the purpose of study or description, he can do so on application to the curators or professors, or he may obtain the key of certain cases for purposes of study or comparison for a

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\* No specimens presented to the Academy by Dr. Thomas B. Wilson can be loaned.

limited period on recommendation of council and approval of the Academy.

ART. IV. Books or specimens of natural history deposited in the Academy shall be returned only on a written request of the owners or their representatives, and in all cases a receipt shall be required by the curators for the articles returned. But no specimens shall be received on deposit without the consent of council.

ART. V. Collections bequeathed or given on condition that they are not to be broken or distributed, if accepted, may be kept in separate cases or in separate apartments, as the Academy may direct, and shall be designated and known by the name of the donor or testator, or as he or she may direct; and when accompanied by an endowment of a special curatorship it also shall be officially designated by the same name as the collection to which it may pertain.

ART. VI. The professors are authorized with the consent of a majority of the curators to dispose of duplicate specimens by exchange or otherwise, provided that they shall state the disposition made of duplicates in their annual report; but no specimens belonging to any collection specially accepted by the Academy under the provisions of the preceding article shall be regarded as a duplicate, although previously in the collection, unless so directed by the donor or testator.

ART. VII. The museum of the Academy shall be open to the public daily, except Sunday, and at least one day in the week without charge, on such conditions and under such regulations as the council shall establish from time to time.

## CHAPTER XII.

### COMMITTEES AND THEIR DUTIES.

ARTICLE I. There shall be a standing committee of five members on each subject herein named, as follows :—

- |                  |                 |
|------------------|-----------------|
| 1. Finance.      | 3. Library.     |
| 2. Publications. | 4. Instruction. |

The finance committee shall be elected by the Academy at the annual election, all the others by the council at its first meeting after the annual election.

ART. II. In appointing all other committees of the Academy or of the council, unless otherwise ordered by the meeting, the president is to nominate the first member as chairman, who is to nominate a second, the second a third, and in like manner successively, until the number agreed on be completed.



ART. III. The final reports of all committees must be in writing, and every report must be signed by a majority of the committee offering it; but partial reports or reports of progress may be verbal.

ART. IV. All special committees shall report at the meeting next succeeding their appointment, unless otherwise directed.

ART. V. The members of the committee of finance shall be the auditors. In conjunction with the treasurer they shall have the superintendence of the funds of the Academy; they shall audit accounts, examine bills, and, if correct, order the treasurer to pay them; examine the treasurer's books and accounts, and report their condition at the last stated meeting in January; and also report the names of members who have failed to pay their semi-annual contributions.

ART. VI. Every proposition to appropriate money shall be referred to the committee on finance, for examination and report, before it shall be submitted to a final vote of the council. But every proposition to appropriate money beyond the annual income of the society, shall be submitted to a vote of the Academy after having received the approval of the finance committee and council; the members to be specially notified of such proposition.

ART. VII. The committee on publications shall conduct the printing and publishing of the "Journal" and of the "Proceedings," under the rules of the Academy, and report annually, which report shall be read at the last stated meeting in December.

ART. VIII. The committee on the library, in conjunction with the librarian, shall have charge and care of the books which belong to the Academy; they shall purchase and bind books, negotiate exchanges and sales of duplicates, keep a correct record of all their transactions, and report annually, which report shall be read at the last stated meeting in December.

ART. IX. The committee on instruction shall have the immediate business management of public lectures delivered in the hall or under the auspices of the Academy.

## CHAPTER XIII.

### COMMITTEE ON PUBLICATIONS.

ARTICLE I. Immediately after its election the committee on publications shall appoint from its members a chairman, secretary and treasurer, and keep correct minutes of the financial and other concerns of the "Journal," of the "Proceedings," and other printing.

The secretary shall be charged with the prompt distribution and transmission of all issues by the committee to subscribers, as well as to societies and periodicals with which exchanges are authorized, and also for a correct and separate record of the distribution of each of the Academy's publications.

The treasurer shall have charge of the finances of the committee. He shall keep a correct account of all receipts and expenditures, in connection with each publication, separately; and he shall report at the annual meeting the number of each publication, printed, the number distributed to subscribers, and the number exchanged, with the aggregate of each remaining, together with a statement of his accounts for the previous year, which shall be referred to the auditors for examination. He shall pay all moneys received on account of publications to the treasurer of the Academy monthly.

ART. II. If any member absent himself from the meetings or neglect his duties for three months, his place may be considered vacant, and be supplied by the council until the next election.

ART. III. The committee shall examine and publish all papers referred to it by the Academy, and print them, when approved, as far as practicable in the order in which they have been referred. It shall also prepare and print in the "Proceedings" abstracts from the minutes of the meetings of the Academy and summaries of verbal communications made to the Academy or any of its sections, but only from notes furnished by their authors, which the committee may decline, or in which they may make verbal alterations not affecting the intended sense, subject, however, to an appeal to the Academy.

ART. IV. No author shall be permitted to make any other than verbal alterations in his paper while it is in the hands of the publication committee without its consent; nor is the publication committee authorized to make any alteration in any paper committed to it without the consent of its author.

ART. V. It is the duty of the committee to read the proof-sheets of all papers, and, when practicable, they shall be submitted also for correction to the author.

ART. VI. When the expediency of furnishing plates to illustrate an essay is doubtful, the committee shall report the case to the council as soon as possible.

ART. VII. Every author is entitled to receive one copy of the number or numbers of the issue in which his paper appears, and, on timely application to the committee, twenty extra copies of

his paper at the cost of the Academy. He may obtain any additional number of copies at his own expense, on such terms as may be agreed upon by himself and the printer.

ART. VIII. The committee on publication is hereby authorized to fix from time to time, subject to the approbation of council, the price at which the publications of the Academy shall be sold to subscribers and others; and also to exchange the publications of the Academy for any work which it may consider to be of sufficient value, provided that the council may at any time direct the discontinuance of any such exchange.

ART. IX. The committee shall be responsible for the proper arrangement of the matter of all publications, and for the prompt issue of the "Proceedings," whenever there is enough to complete sixteen pages; and if, in the opinion of two-thirds of the members present at the meeting next succeeding the publication, any portion of it has been negligently prepared, the same shall be reprinted at the cost of the committee.

## CHAPTER XIV.

### COMMUNICATIONS, ETC.

ARTICLE I. Communications read before the Academy, and intended for publication, shall be referred to the publication committee, which shall examine the same, availing itself of special assistance where practicable, and report its decision to the Academy for approval. Papers which it is deemed inexpedient to publish shall be returned to the Academy, with a statement of reasons for the refusal, if so desired.

ART. II. Every accepted communication becomes the property of the Academy. But all written communications which shall not be accepted for publication, or not published within a reasonable time, shall be returned to their authors when requested.

## CHAPTER XV.

### MEETINGS.

ARTICLE I. The stated meetings of the Academy shall be held on Tuesday evening of each week, at hours fixed from time to time by the council. No change, however, shall be made except after one month's notice.

ART. II. Special meetings may be convened by resolution of the Academy, or by public notice from the president, or at the written request of five members, or of the council. Meetings may be adjourned from time to time by the affirmative vote of two-thirds of the members present.



ART. III. Six members shall constitute a quorum. Except the election and resignation of members and correspondents, no question other than purely scientific shall be decided at any meeting unless at least twenty members vote.

ART. IV. Strangers may be introduced at meetings of the Academy.

ART. V. The order of business at meetings shall be:—

1. Minutes of the last meeting shall be read.
2. Additions to the museum, }
3. Additions to the library, } shall be announced.
4. Correspondence.
5. Written communications.
6. Reports of officers, council, and committees.
7. Verbal communications—(strangers may be requested to retire by the presiding officer).
8. Business ; *a*, stated ; *b*, deferred ; *c*, new.
9. Nominations read. At the last stated meeting in November nominations of officers, councillors, and finance committee to be made.
10. Elections, only at the last stated meeting of the month.
11. Rough minutes read for approval.
12. Adjournment.

ART. VI. The order of business at annual meetings (last meeting in December) shall be:—

1. Nominations of officers, councillors, and finance committee to be read and three tellers appointed. (Ballots supplied on application).
2. Minutes of the last meeting and of the last annual meeting shall be read.
3. Report of recording secretary.\*
4. Report of corresponding secretary.
5. Report of librarian.
6. Report of curators.
7. Report of treasurer.
8. Report of auditors.
9. Report of president and council.
10. Reports of sections in their order of precedence.
11. Reports of standing committees.
12. Report of tellers.
13. Rough minutes to be read for approval.
14. Adjournment.

ART. VII. A majority of the tellers shall be in constant attendance during the progress of the election. The tellers shall be furnished with a list of members entitled to vote."

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\* All annual reports shall be for the year terminating Nov. 30th, inclusive.

ART. VIII. The tellers shall satisfy themselves that every person offering to vote has the right to deposit his ballot.

ART. IX. Election will be by ballot. Each ballot shall have printed or written upon it the names of all those who have been duly nominated to be officers, councillors, and members of the finance committee.

ART. X. It shall be the duty of the council to have tickets prepared in accordance with the nominations made and printed for use at the annual election.

## CHAPTER XVI.

### ALTERATION OF THE BY-LAWS, ETC.

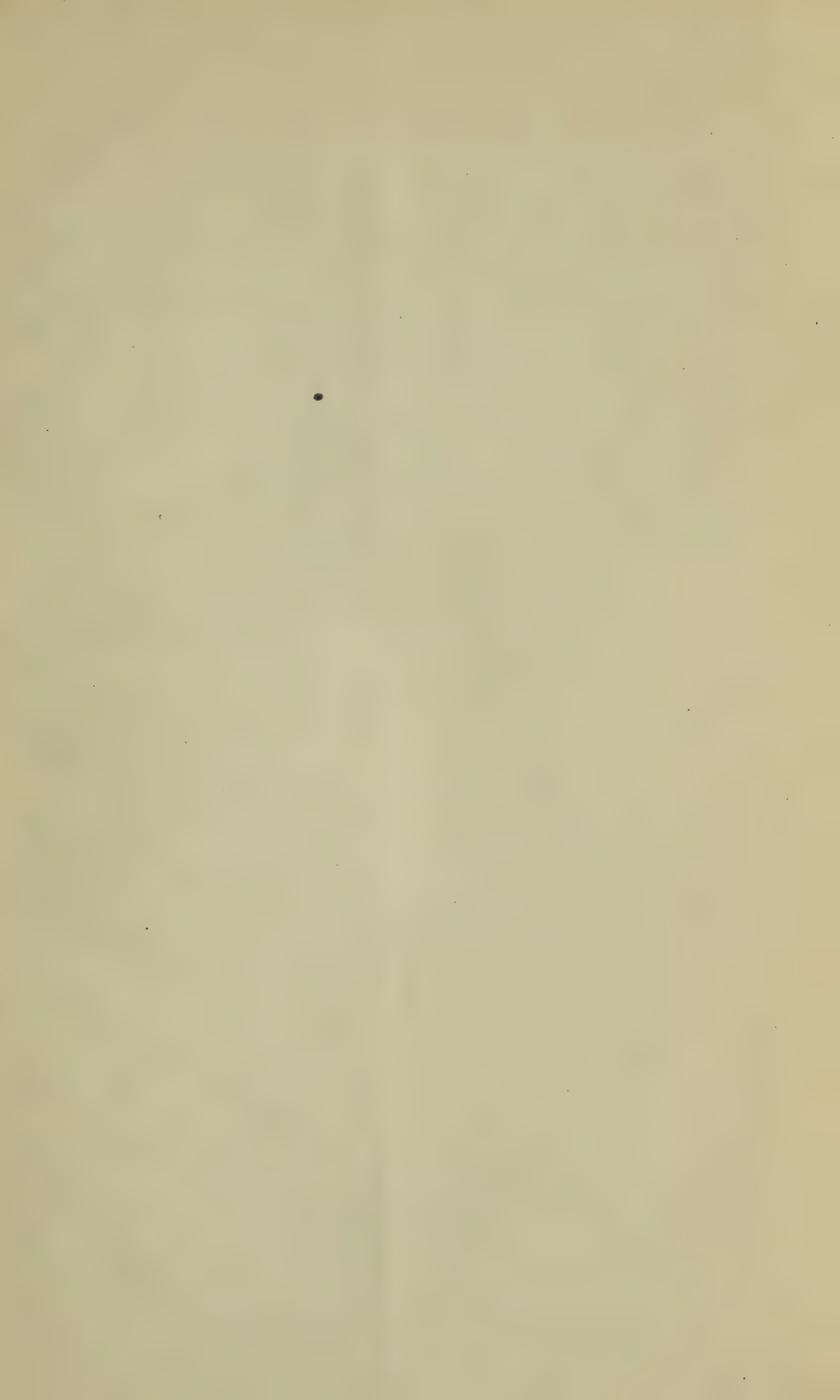
ARTICLE I. A motion to suspend any of these by-laws is never in order.

ART. II. Discussion of questions irrelevant to the purposes of the society (Art. I, Chap. I), shall never be permitted at meetings of the Academy.

ART. III. The Academy shall be guided in all points of order not provided for in these by-laws by Roberts' Rules of Order.

ART. IV. Every proposition or motion to amend or alter any article of Chapter XVI, or of any article contained in Chapters I to XI inclusive, except Art. 6, Chap. I, shall be signed by five members and accompanied by a statement of reasons why the amendment or alteration proposed should be made, all of which shall be read at a meeting, and then referred to the council of the Academy, to consider and report upon. The proposition, with the accompanying statement of reasons, and the report of the council relating thereto, shall be then read, and if two-thirds of the members present shall record their votes, taken by yea and nay, in favor of such proposition (not less than fourteen voting in the affirmative), the amendment or alteration proposed shall be a part of these by-laws, but not otherwise.

Any article contained in Chapters XII, XIII, XIV, and XV, may be amended or altered, if the proposition shall be adopted by the affirmative votes of two-thirds of the members present at two consecutive meetings. Article 6, Chapter I, may be amended, altered or repealed by two-thirds, upon a yea and nay vote, of not less than eighty members at a meeting called to consider that special business, after advertisement and individual notification of the members in manner and form specified in said article, but not otherwise.





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